

Hopkinton Town Library
Trustees Meeting
May 16 2023—**DRAFT minutes**

Attendees: Donna Dunlop (Library Director), Nancy Skarmeas (Chair), Sarah Chiappetta (Secretary), Jason LaCombe (Correspondence Secretary), Amy Stone (Foundation Liaison), Jim O'Rourke (Treasurer),

Meeting was held in person at the library. Nancy opened the meeting at 7:07pm

SECRETARY'S REPORT

The minutes of the February 21st meeting were reviewed. There were a couple of small edits. Motion to accept as amended Nancy / Second: Jim / Vote: Unanimous

TREASURER'S REPORT

Accounts are looking normal and balanced.

Motion to accept: Jason / Second: Nancy / Vote: Unanimous.

DIRECTOR'S REPORT

Donna is compiling and drafting some documents to give to Rose for training. Donna will host a staff meeting on Rose's first day so everyone can welcome Rose to the library. Rose's first day is 5/17, and Donna will be sending her some training documents to get started.

The library is right on track with the budget. In circulation, museum passes and game circulation is way up from last year. The library has been very busy.

Jenny is working on the Summer Reading Program. The program will be called "All Together Now" and part of that program will involve children creating a mosaic that will be displayed in the library when it is finished. The mosaic will be dedicated to Donna.

The programming will really be focused on the children this summer, but there will be another Poetry reading in May, and an African Drumming and Dance program in September.

There was an issue with the sprinkler system and there was a bit of flooding. A new compressor was installed and the system is now functional, but some painting and new ceiling tiles will need to be installed.

The patio project is coming along. The Trustees reviewed the fundraising efforts thus far, and discussed what money still needed to be raised going forward. The pathway and steps to access the patio from the Slusser center will need to be redone. The town will be paying for the new pathway and steps. There will be a large boulder with a plaque that has the names of the various donors to the project. There was a discussion about what type of furniture will be out on the patio. We decided that we don't want picnic tables. Jim will be taking the lead investigating shading for the patio.

The Friends Book Sale is going to be on June 10th.

See director's report attached.

Donna went over some documents she will be giving Rose for training, and also some future projects that the trustees and Rose might want to consider. Donna reminded the Trustees that the emergency contacts need to be changed once Rose starts.

Board Roles

Nancy will stay on as Board Chair until the end of the summer. Amy will take over as chair at the end of the summer, Jason will take over as Foundation Liaison and Nancy will become correspondence secretary.

Solar Plans We have decided to finish up the patio project and then turn our focus to the solar panels.

Nancy adjourned the meeting at 8:18 pm. Respectfully submitted, Sarah Chiappetta, Meeting Secretary

NEXT MEETING: 7:00 pm on 6/20/23